

## MEETING MINUTES OF LOWER HEIDELBERG TOWNSHIP SUPERVISORS

720 Brownsville Rd., Sinking Spring, PA 19608

March 17, 2026

### CALL TO ORDER – MARCH 17, 2026 SUPERVISORS BUSINESS MEETING

At 3:00 p.m. Chairperson Paul Prutzman called the March 17, 2026 meeting of the Lower Heidelberg Township supervisors to order with a pledge to the flag and roll call. Present: Chairperson Paul Prutzman, Vice Chair Cheryl Johnson, and Craig Lutz, Member. Also in attendance: Brian Cole, Township Manager, Matt Clay, Road Foreman, Police Chief Chris Stouch, Jenn Frasso, Secretary/Treasurer, Glenn Bertolet, Kraft Municipal Group, Ryan Rhode, Kraft Engineering, Cody Wentland, McCarthy Engineering and Jonathan Long, Solicitor.

Taking minutes was J. Frasso, Secretary/Treasurer

*Mr. Prutzman made a motion to appoint Craig Lutz as a supervisor to fill a vacancy, as Chip Bilger is moving out of the township, with Mrs. Johnson offering a second. Motion passed unanimously.*

### PUBLIC COMMENTS

### CHAIRPERSON OF THE BOARD

### TOWNSHIP REPORTS

**Tax Collector:** Sharon Boyer, Township Tax Collector (absent). A report was submitted.

**Library Director:** Cathy Martin (absent). A report was submitted.

**Recreation Board:** Cheryl Johnson. The annual Easter Egg Hunt at Hain's Church Grove is March 28 at 2:00 pm. The rain date is April 4 at 2:00 pm.

**Fire Commissioner:** Jared Renshaw (absent). There were 119 calls in February.

**Emergency Management Coordinator (EMC):** Justin Schlottman (absent). A report was submitted.

**Ambulance:** Tony Tucci, Ambulance Director (absent). A report was submitted.

**Police Department:** Chief Christopher Stouch presented his report on activity in February.

**Road Crew:** Matt Clay, Road Crew Foreman. Report on activity in February was submitted.

**Planning Commission:** Dean Hartman (absent).

**Building/Zoning:** Glenn Bertolet presented the report on activity in February.

**Sewer Engineer:** Cody Wentland from McCarthy Engineering presented the report on activity in February.

**Engineer:** Ryan Rhode, Township Engineer (absent). Glenn Bertolet presented his report.

*Mrs. Johnson made a motion to approve the 2026 Municipal Improvement Projects Bid Award to Martin Paving, Inc., with Mr. Lutz offering a second. Motion passed unanimously.*

**MS4 Engineer:** Nick Johnson (absent)

### **Solicitor's Report**

### **Township Manager's Report**

*Mr. Lutz made a motion to authorize the submittal of the Big Spring Stream Bank grant application Phase I to BCCD, with Mrs. Johnson offering a second. Motion passed unanimously.*

*Mrs. Johnson made a motion to award the administrative office remodeling project to C&S Supply, with Mr. Lutz offering a second. Motion passed unanimously.*

*Mrs. Johnson made a motion to approve the Agricultural Security Area Expansion for 99 Heffner Rd., with Mr. Lutz offering a second. Motion passed unanimously.*

### **Consent Agenda**

*Mr. Lutz made a motion to approve the consent agenda (February BOS meeting minutes, February bill list, and treasurer's report), with Mr. Prutzman offering a second. Motion passed unanimously.*

### **Old/Unfinished Business**

### **New Business**

### **Final Remarks and Reminders** – None

### **Public Comment Close**

A resident requested an update on the status of the property violations at a residence on Gaul Rd. Kraft Code has issued the appropriate NOVs.

- Next workshop and Board of Supervisors meeting combined – April 14, 2026 at 3:00 p.m.

### **Adjournment**

With no further business, the BOS adjourned at 3:35 p.m.

Respectfully submitted by Jennifer M. Frasso, Secretary/Treasurer